



**EXAMINATION OPEN TO THE PUBLIC**  
**NUTRITION CONSULTANT 1**

**ANNUAL:\$52,397**  
**SALARY:\$69,366**

**SALARY**  
**GROUP: HC 21**

**APPLICATION CLOSING**  
**DATE: MARCH 20, 2015**

**EXAM**  
**NO: 150260OCMATT**

**SPECIAL APPLICATION AND EXAMINATION INSTRUCTIONS APPEAR BELOW.**

**PURPOSE OF CLASS:** In the Department of Public Health, this class is accountable for assisting in planning and implementing the nutrition component of health care programs and providing technical assistance to the department and licensed facilities in nutrition, dietetics and food service management. In the Department of Social Services, this class is accountable for independently performing the full range of tasks involved in planning and implementing policies, plans and programs for the provision of cost effective, nutritious meals and nutrition education for older persons or for independently performing the full range of tasks involved in the development and review of nutrition practices at day care centers and family day care homes. In the Department of Mental Health and Addiction Services, this class is accountable for providing consultative services to the department in nutrition, dietetics and food service management.

**MINIMUM QUALIFICATIONS REQUIRED**

IN ORDER TO BE CONSIDERED FOR ADMITTANCE INTO THIS EXAMINATION, YOU MUST INDICATE ON YOUR APPLICATION THAT YOU HAVE THE FOLLOWING EXPERIENCE AND TRAINING BY **MARCH 20, 2015**.

**GENERAL EXPERIENCE:** Seven years of experience in nutrition or food service administration in a health or human services agency, facility or agriculture extension service.

**SUBSTITUTIONS ALLOWED:** (1) College training in foods, nutrition or closely related field may be substituted for the General Experience on the basis of fifteen semester hours equaling one-half year of experience to a maximum of four years for a Bachelor's degree. (2) A Master's degree in community nutrition or public health nutrition or completion of a dietetic internship may be substituted for one additional year of the General Experience.

**SPECIAL REQUIREMENT:** Incumbents in this class may be required to travel.

**KNOWLEDGE, SKILLS AND ABILITIES:** Knowledge of nutrition, dietetics and nutrition education as related to public health practices and specialized programs; knowledge of modern methods, materials and appliances used in large and small scale food preparation services; interpersonal skills; oral and written communication skills.

**THE EXAMINATION WILL BE COMPOSED OF:**

**PART**  
**EXPERIENCE AND TRAINING**

**WEIGHT**  
**100%**

**APPLICATION/EXAMINATION INSTRUCTIONS:** In order to be considered for admittance into this examination, you must complete all parts of the examination application (CT-HR-12) detailing how you meet the minimum experience and training requirements stated above. Make certain your application form clearly details your employment history, including job titles, dates of employment and actual job duties as well as college degrees earned and current licenses and certifications. **THIS MATERIAL WILL CONSTITUTE THE EXAMINATION FOR THIS CLASS.** Your examination will only be scored if you meet the minimum experience and training requirements outlined above and your completed application form is date stamped by DAS/Human Resources or postmarked by March 20, 2015. Mail your application to DAS/Human Resources, Room 404, State Office Building, 165 Capitol Avenue, Hartford, Connecticut 06106-1658 (**Secure Fax #860-622-2875**). If faxing materials, keep a copy of your completed application form and the fax transmittal receipt for your records. Make certain that your application form is complete and transmitted correctly and without error. Incomplete faxes or faxes received blank because pages were faxed upside down will not be accepted. Due to the large number of applications received, we cannot confirm receipt of applications. Examination scores will be mailed by May 5, 2015. **A separate application form must be submitted for each exam you are applying for.**

**FORMS:** Application forms (CT-HR-12) and exam announcements are available from the Department of Administrative Services (<http://das.ct.gov/employment>) or at the Offices of the Connecticut State Job Centers.

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, persons with disabilities and military veterans.